

President Noble convened the meeting of Hanover Borough Council on Wednesday Evening, March 23, 2016, 7:00 PM, in the Hanover Municipal Building, 44 Frederick Street, Hanover, Pennsylvania as advertised.

The meeting began with the Pledge of Allegiance to the Flag of the United States of America, followed by a moment of silence. On roll call the following answered as present: Mr. Angel, Mr. Baumgardner, Mr. Funke, Mr. McLin, Mr. Noble, Mr. Reichart, Mr. Roth and Mr. Shea; Solicitor Yingst; Mayor Adams; Manager Ford and Secretary Neiderer. Ms. Libertini and Mr. Marcoccio were not in attendance this evening.

It was moved by Mr. Funke, seconded by Mr. Roth to approve the minutes of Hanover Borough Council from February 24, 2016 as presented. Motion carried.

It was moved by Mr. Roth, seconded by Mr. Shea to approve the bills, the Report of the Mayor, and the Report of the Fire Chief. Motion carried.

It was moved by Mr. Shea, seconded by Mr. Roth to approve the reports of the following Borough Administrators:

- a.) Borough Manager Report
- b.) Supervisor of Public Works
- c.) Superintendent of Water & Wastewater Treatment
- d.) Supervisor of Water Treatment Plant
- e.) Supervisor of Water Meter Department
- f.) Engineering Department
- g.) Supervisor of Water Distribution Department
- h.) Library Director
- i.) Infiltration & Inflow (I & I) Crew Report

Motion carried.

Mayor Adams presented a Certificate of Appreciation to JoAnne Diodato, former Poet Laureate. Ms. Diodato thanked Council for the opportunity to serve the community and noted during her tenure as Poet Laureate, she has sought to make citizens more aware of poetry. She enjoyed visiting nursing homes and reading poetry to the elderly; she initiated dialog with the Hanover Arts Guild to cooperatively support one another's efforts in the arts community. She challenges the new poet laureate to make her own mark on this position within the community. Ms. Diodato introduced the new Poet Laureate, Elizabeth "Bitsy" Sanders.

Ms. Sanders stated she has been a lifelong resident of Hanover, has a Bachelor's degree in professional writing, has published two (2) chapbooks and has been working on another to publish. She seeks to get the younger citizens in the community to become involved with poetry. Ms. Sanders thanked Hanover Borough Council and the Hanover Poets for the opportunity to serve the community.

President Noble welcomed Ms. Sanders on behalf of Hanover Borough Council and thanked Ms. Diodato for her time served in the position of Poet Laureate.

#### **CITIZENS WITH ITEMS OF BUSINESS TO BE BROUGHT BEFORE COUNCIL**

Mike and Olivia Keefer, 511 West Hanover Street were present on behalf of the Hanover Area Youth Mountain Bike Club. They are starting a local chapter of the club this Fall at the High School level, and are looking for new places to ride. They asked Council if it would be possible to construct trails in the impounding Dam area to ride mountain bikes. The bikes have no motors. Mr. McLin suggested utilizing the trails at Codorus State Park, but their club already is using this area. Hanover High School and New Oxford High School have agreed to participate in the program and the club is reaching out to other

school districts to join. President Noble stated this matter would be forwarded to the Water and Sewer Committee for further discussion.

Deb Sanders, 249 Baltimore Street noted she enjoys walking in the alleys, but that there is a lot of trash. She proposed asking the Girl Scouts or Boy Scouts who need community service badges to assist with cleanup in the alleys. Manager Ford asked for a contact, and for Ms. Sanders to give her a call.

Mr. Tim Seitz, 230 Primrose Lane thanked Council and administrators for serving the community; and the citizens for their attendance this evening. He thanked President Noble for his comments on the budget and financial situation at the January 27<sup>th</sup> meeting. He asked why the minutes from February 24, 2016 Council meeting were not on the website. Mr. Shea stated they are on the agenda for approval this evening, and would be placed on the website tomorrow; as they are considered draft until formally approved by Council.

Mr. Seitz commended Manager Ford on her informative Borough Manager's report. He asked for a Council Report to citizens in the future for improvement of communication to the community. He asked for an additional public comment item on the agenda at the end of the meeting.

Mr. Noble thanked Mr. Seitz for his comments this evening.

## **REPORTS OF THE STANDING COMMITTEES**

### **Finance & Personnel Committee – Mr. McLin**

It was moved by Mr. McLin, seconded by Mr. Shea to ratify the action of the Borough Officers in making the following investments with People's Bank for a period of 31 days, February 29, 2016 to March 31, 2016 at an interest rate of 0.55%:

<u>Funds</u>	<u>Investments</u>
General Fund	\$3,484,500.00
Sewer Fund	\$1,388,300.00
Guthrie Memorial Library Fund	\$3.27
Regional Wastewater Treatment Fund	\$342,000.00
Market House Fund	\$47,791.09
Liquid Fuels Fund	\$250,300.00
Equipment Fund	\$30,800.00
Local Services Tax Fund	\$450,300.00
Business Privilege Tax Fund	\$440,900.00
Leisure Services Fund	\$45,800.00
Sewer Projects Fund	\$0.00
Library Projects Fund	\$16,200.00
Hanover Recreation Endowment Fund	\$302,100.00
Water Revenue Fund	\$3,000,000.00

## REPORTS OF THE STANDING COMMITTEES

### Finance & Personnel Committee – Mr. McLin

<u>Funds</u>	<u>Investments</u>
Water Projects Fund	\$186,500.00
Hanover Recreation Reserve Fund	\$12,752.21
Library Endowment Fund	\$1,050,992.97
2010 Water Bonds	\$0.00
2013 Water Bonds	\$300,000.00
2013 Sewer Bonds	\$110,000.00
2013 General Bonds	\$150,000.00
2015 General Bonds	\$3,800,000.00
Total	<u>\$15,559,701.78</u>

Motion carried.

It was moved by Mr. McLin, seconded by Mr. Funke to approve the request for tuition reimbursement for Joseph Campo, Walden University in the amount of \$2,450.00 for courses successfully completed toward his degree in Forensic Psychology, as per the signed agreement to remain employed with the Borough of Hanover for a period of three (3) years following completion of his degree. Motion carried.

It was moved by Mr. McLin, seconded by Mr. Roth to utilize funds from account number 04.411.00259.706531.0000 for temporary cooling units for Wirt Park Fire Station until the HVAC system is evaluated and reconstructed or replaced. Motion carried.

It was moved by Mr. McLin, seconded by Mr. Funke to authorize Borough Officers to revise the existing contract with York Adams Tax Bureau for collection and administration of the Borough's Business Privilege Taxes, including drafting related Ordinance revisions, to change the taxes from a dual-filing system at a rate of 2.5% commission to a single filing system at a 2.0% commission for 2016. (*Budget amendments for change in 2016 operations to be proposed with Ordinance revisions at a later date.*) Motion carried.

It was moved by Mr. McLin, seconded by Mr. Roth to approve the following equipment purchases for the Public Works Department:

- |                             |          |
|-----------------------------|----------|
| a. Walk Behind Saw          | \$ 6,000 |
| b. Fuel System-North Street | \$16,500 |
| c. Mower                    | \$11,390 |

Motion carried.

### Water and Sewer Committee – Mr. Reichart

It was moved by Mr. Reichart, seconded by Mr. Roth to approve the following water main/line replacements:

- |                                      |          |
|--------------------------------------|----------|
| a. Baugher Drive – transmission line | \$50,000 |
| b. Fair Avenue - 6" main             | \$28,000 |
| c. Laurel Drive – loop connection    | \$13,000 |

Motion carried.

## **REPORTS OF THE STANDING COMMITTEES**

### **Water and Sewer Committee – Mr. Reichart**

It was moved by Mr. Reichart, seconded by Mr. Funke to award the bid for provision of Ductile Iron Pipe & Fittings to L/B Water Service, Inc., low bidder, in the amount of \$151,732.87. Motion carried.

It was moved by Mr. Reichart, seconded by Mr. Angel to award the bid for provision of Tapping Sleeves, Tapping Valves, and Gate Valves to Ferguson Waterworks, low bidder, in the amount of \$55,994.70. Motion carried.

It was moved by Mr. Reichart, seconded by Mr. Shea to award the bid for provision of Brass Water Service Line Material, to L/B Water Service, Inc., low bidder, in the amount of \$22,781.37. Motion carried.

It was moved by Mr. Reichart, seconded by Mr. Angel to award the bid for provision of Type K Soft Copper Tubing, to L/B Water Service, Inc., low bidder, in the amount of \$7,892.00. Motion carried.

It was moved by Mr. Reichart, seconded by Mr. Funke to award the bid for provision of Road and Service Box Material, to EJ USA, Inc., low bidder, in the amount of \$16,990.90. Motion carried.

It was moved by Mr. Reichart, seconded by Mr. Roth to enter into an agreement with Metropolitan-Edison Company for relocation of an electrical pole in conjunction with the PennDOT bridge replacement project, Impounding Dam Road, West Manheim Township. Motion carried.

It was moved by Mr. Reichart, seconded by Mr. Shea to approve the request of Patrick Sheaffer, ReMax Realty, Hanover, PA to cancel and refund the water consumer deposit in the amount of \$29,000.00 for the proposed water main extension on Second Street, McSherrystown, PA entered into on August 24, 2009 which was never completed. Motion carried.

It was moved by Mr. Reichart, seconded by Mr. Roth to request authorization to issue the Intent to Award, Notice of Award, and Notice to Proceed for the Water Treatment Plant – Phase Two Improvements Project to the lowest qualified responsive bidder from the March 22, 2016 bid opening pending the submission of all bonds and insurances required for the project and review and acceptance of the bonds, insurances, and qualifications package by the Borough Solicitor, Engineer, and Borough Staff. Motion carried.

It was moved by Mr. Reichart, seconded by Mr. Angel to enter into an agreement with Mr. and Mrs. William Wierman, 536 West Walnut Street, Hanover, PA for reimbursement from the Borough of Hanover for street improvements for replacement of a sewer lateral in West Walnut Street extending to Kilpatrick Avenue. Mr. Baumgardner asked if the agreement was only for the street repair; Manager Ford answered that was correct. Motion carried.

### **Planning & Traffic Committee – Mr. Roth**

It was moved by Mr. Roth, seconded by Mr. Funke to approve Resolution No. 1124 for an application for a Community Development Block Grant to fund the total demolition and clean-up of 219 Baltimore Street, noting the Borough of Hanover will take temporary ownership for the purpose of grant funding only, with ownership being transferred to the York Area Housing Group for development following completion of said demolition. Mr. Baumgardner questioned the need to shore up the wall of the adjacent building. Manager Ford explained that there is a Home Funds Grant that will cover this expense, and tonight's resolution could be approved contingent on grant approval; but one will not happen without the other in place. Demolition is expected to be completed by the end of summer and the County will take over ownership to build market rate owner occupied housing. Mr. Baumgardner thanked Manager Ford for her information. Motion carried.

## **REPORTS OF THE STANDING COMMITTEES**

### **Planning & Traffic Committee – Mr. Roth**

It was moved by Mr. Roth, seconded by Mr. Shea to authorize the Borough Manager to send a letter to the Tax Claim Bureau stating that Hanover Borough Council concurs with the transfer of the property to the Borough and there will be no recovery of the tax arrears. Motion carried.

### **Public Service Committee – Mr. Shea**

It was moved by Mr. Shea, seconded by Mr. Roth to approve the request of the Hanover YWCA to hold their annual “Walk a Mile in Her Shoes” event on August 12, 2016 from 5:00 PM to 8:30 PM beginning at the Warehime-Myers Mansion on Baltimore Street which requires no Borough services, provided all walk participants and volunteers obey all pedestrian and traffic regulations. Chief Martin stated there were no issues in the past with the event. Motion carried.

It was moved by Mr. Shea, seconded by Mr. Funke to approve the special event permit application submitted by Gary Singer – Jeremiah’s Garage, Hanover, PA for a neighborhood picnic in Wirt Park from 8:00 AM to 5:00 PM on Saturday, May 21<sup>st</sup> with use of electric at a cost of \$50.00, and provided a certificate of insurance is submitted naming The Borough of Hanover as additional insured, and the park is policed for litter following the event. Mr. McLin questioned where the ministry was based; Mr. Shea replied the ministry is based on Baltimore Street near Soundworks. Motion carried.

It was moved by Mr. Shea, seconded by Mr. Funke to grant the request of Delone Catholic High School Boys Tennis Team to reserve the West Hanover Street tennis courts for their practices starting March 12<sup>th</sup> through April 30<sup>th</sup> from 3:00 PM to 5:30 PM; and home matches from 3:00 PM to 7:00 PM on the following dates:

- Thursday, March 24<sup>th</sup>
- Thursday April 7<sup>th</sup>
- Thursday, April 14<sup>th</sup>
- Wednesday, April 20<sup>th</sup>
- Friday, April 22<sup>nd</sup>
- Monday, April 25<sup>th</sup>

Motion carried.

It was moved by Mr. Shea, seconded by Mr. Angel to grant the request of the Bulldog Baseball Club to use the four (4) fields at the Good Field Complex on August 5<sup>th</sup>, 6<sup>th</sup> & 7<sup>th</sup> for tournaments at a cost of \$10.00 per game per field. Motion carried.

- **Fireworks for Liberty Day, July 4, 2016** – Fire Chief Cromer noted the two (2) fields that were proposed previously – one behind the Middle School and the other near the old Doubleday plant on Ridge Avenue were not acceptable. The School uses the grassed areas for recreation and were concerned about damage to the fields; the other area by Doubleday is farmed, and cannot be utilized. Chief Cromer noted there is an area owned by Conewago Contractors which could be utilized behind the Lowe’s store on Eisenhower Drive and to the east of Wilson Avenue. There would be plenty of parking available. Conewago Contractors is just asking that the area be cleaned up after the event. Police Chief Martin stated it would be a good idea to notify the businesses in the area to make them aware; and noted it could create some traffic problems. Mr. Shea would like the Recreation Board to review same at their meeting on April 14<sup>th</sup>; and then have Council vote on it at the April 27<sup>th</sup> Council meeting. Chief Cromer is concerned due to donations since the contract with Zambelli is \$11,000 and only \$500 has been received to date, noting the public has been unsure if the event will be held. Manager Ford suggested notifying nearby farmers with livestock in advance to secure fencing, etc. Mr. Shea asked that any questions or comments be forwarded to him so he can present them at the Recreation Board meeting.

## **MAYOR'S REPORT**

Mayor Adams reported his attendance on March 20<sup>th</sup> for the Memorial service for our fallen Firefighter Mr. Earl Shoemaker who served the department for 43 years; and thanked Mr. Shoemaker's family for lending him to the Borough for his many years of service.

## **OTHER MATTERS**

### **Communications**

- Memorial Day Parade – President Noble was in receipt of an invitation for Council Members to ride in the Memorial Day Parade on May 30<sup>th</sup> from Dan Davies, Parade Marshall. In the past, Council Members who wished to participate rode on the fire apparatus, and Chief Cromer extended an invitation this year for same.
- Electronics Recycling – The Penn Township facility will reopen beginning in April; dates to be determined as the County must provide the trailer to accept the items.

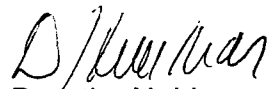
### **Unfinished Business**

- Mr. Roth thanked Council for their attendance at the tours of the current Fire Museum and the proposed location at the old Eagle Fire Station on West Hanover Street. There are many volunteers and community service workers already beginning renovations, and Mr. Roth asked for Council's feeling about moving forward. Mr. Baumgardner asked the item to be referred to the Facilities Committee on April 6<sup>th</sup> at 6:00 PM for discussion.

### **Adjournment:**

There being no further discussion, the meeting adjourned at 7:53 PM to a ten (10) minute recess and a closed caucus executive session involving legal matters.

Respectfully submitted,



Dorothy Neiderer  
Hanover Borough Secretary